NORTH CENTRAL REGIONAL TRANSIT DISTRICT
BOARD MEETING SUMMARY

January 9, 2015
9:00 AM - 1:00 PM
Jim West Regional Transit Center
Board Room

Below is a summary of the actions taken by the North Central Regional Transit District's Board of Directors on the above date. This is not an official transcript of the meeting.

CALL TO ORDER:

A regularly scheduled meeting of the North Central Regional Transit District's Board of Directors was called to order on the above date at 9:08 a.m.

ROLL CALL:

Ms. Lucero called the roll and it indicated the presence of a quorum as follows:

Members Present:	**Elected Members**	**Alternate Designees**
Los Alamos County	*Councilor Pete Sheehey*	
Rio Arriba County		*County Manager Tomas Campos*
Taos County	*Commissioner Jim Fambro*	
Town of Taos	*Mayor Daniel Barrone*	
Santa Fé County	*Commissioner Miguel Chavez*	
Nambé Pueblo	*Lonnie Montoya*	
Pojoaque Pueblo	*Tim Vigil (Telephonically)*	
Ohkay Owingeh	*Christy Mermejo*	
San Ildefonso Pueblo	*Lillian Garcia*	
Santa Clara Pueblo	*Absent*	
Tesuque Pueblo	*Absent*	
City of Santa Fé	*Absent*	
City of Española	*Councilor Dennis Tim Salazar*	

Town of Edgewood	*Councilor Chuck Ring (Telephonically)*	
Rio Metro (ex officio)	*Elizabeth Carter*	

Staff Members Present

Mr. Anthony J. Mortillaro, Executive Director
Mr. Pat Lopez, (acting) Finance Director
Ms. Dalene Lucero, Executive Assistant
Ms. Stacey McGuire, Project and Grants Specialist
Mr. Michael Kelly, Transit and Facilities Operations Director
Mr. Jim Nagle, Public Information Officer
Mr. Gary Guinn, Fleet and Facilities Maintenance Manager
Ms. April Martinez, Transit Driver I
Mr. Ray Montoya, Transit Driver III/Lead
Mr. Nick Molina, Transit Driver I

Others Present

Mr. Peter Dwyer, Legal Counsel
Mr. Carl Boaz, Stenographer
Mr. Ardee Napolitano, Rio Grande Sun
Ms. Lisa Katonak, Santa Fe County Manager's Office
Mr. Robert Griego, Santa Fe County Planning Manager
Mr. Andrew Martinez, Rio Arriba County Planning and Zoning
Ms. Delilah Garcia, NMDOT
Mr. Gary Suiter, The Mercer Group
Ms. Holly Buck, Felsburg, Holt & Ullevig
Mr. Jeremy Nelson, Felsburg, Holt & Ullevig
Ms. Tessa Jo Mascareñas, Santa Fe County
Mr. Farley Vener, Hinkle and Landers

APPROVAL OF AGENDA:

Commissioner Chavez made a motion to approve the agenda as presented. Councilor Salazar seconded the motion and it passed by a roll call vote (10-0).

APPROVAL OF MINUTES – December 5, 2014

Councilor Sheehey made a motion to approve the minutes from December 5, 2014 as presented. Mayor Barrone seconded the motion and it passed by unanimous voice vote (10-0).

PUBLIC COMMENTS:

There were none.

PRESENTATION ITEMS:

A. Presentation of Quarterly Above and Beyond/Safe Driver Awards

Mayor Barrone presented Mr. Ray Montoya and Mr. Nick Molina with the Above and Beyond Award. He then proceeded to present Ms. April Martinez with the Safe Driver Award.

B. Presentation and Discussion of FY 2014 Annual Audit Report

The audit was performed by the independent accounting firm of Hinkle and Landers. The audit opinion is an unqualified "clean" opinion. There were no current year findings for Fiscal Year 2014 and "no" prior year findings. The following individuals are recognized for the results of the 2014 fiscal year's audit; Glenda Aragon, Finance Director, Pat Lopez, Financial Analyst and Shannon Sandoval, Financial Specialist.

Councilor Sheehey made a motion to accept the Final FY2014 audit as presented. Mr. Montoya seconded the motion and it passed by a roll call vote (11-0).

C. Presentation and Discussion of Long Range Transit Service Plan - Land Use, Economic Development, Demographics and Summary of Strategic Visioning Process

The consulting team from Felsburg, Holt and Ullevig (FHU) presented the results of their research related to non-mobility benefits, economic development and engaged the Board in discussion on policy direction related to their findings.

ACTION ITEMS FOR APPROVAL/ DISCUSSION:

D. Discussion and Consideration of Resolution 2015–01 Authorizing the Acceptance of §5309 State of Good Repair Federal Funding for FFY2015

Resolution No. 2015-01 authorized the Executive Director to accept and execute a Memorandum of Agreement (MOA) with the New Mexico Department of Transportation (NMDOT) Transit and Rail Division for acceptance of second round State of Good Repair §5309 federal funding.

Commissioner Fambro made a motion to approve Resolution No. 2015-01 as presented. Commissioner Chavez seconded the motion and it passed by a roll call vote (11-0).

E. Discussion and Consideration of Resolution 2015-02 TAP

Resolution No. 2015-02 is required to be considered for Federal Fiscal Year 2016 (FFY16) and Federal Fiscal Year 2017 (FFY17) TAP funding through the Northern Pueblos Regional Planning Organization and NMDOT. The NCRTD is applying for funding for construction and construction management of improvements outlined and prioritized within the ADA (Americans with Disabilities Act) Transition Plan, of which the assessment and plan creation are currently underway. The deadline for application submittal is February 1, 2015.

Ms. Mermejo made a motion to approve Resolution No. 2015-02 as presented. Mr. Montoya seconded the motion and it passed by a roll call vote (11-0).

F. Discussion and Consideration of Resolution 2015-03 adopting the North Central Regional Transit District's Annual Inventory

Pursuant to NMSA 1978 Chapter 12 (Miscellaneous Public Affairs Matters), Article 6, Audit Act, 12-6-10/Annual Inventory. New Mexico law requires a listing of all inventory costing more than $5,000 that is procured through the capital program fund from the New Mexico State Legislature.

Commissioner Chavez recommended that the resolution be amended, stating that the attachment should be referred to as "Attachment A", rather than the attached document.

Councilor Salazar made a motion to approve Resolution No. 2015-03 as amended. Commissioner Chavez seconded the motion and it passed by a roll call vote (11-0).

G. Discussion and Review of the Quarterly Investment of District Funds and the State of New Mexico Local Government Investment Pool Report

Early in 2014 the NCRTD began participating in the LGIP government investment fund, known as the New MexiGROW Local Government Investment Pool or LGIP, and other Certificate of Deposits (CDs) from local and surrounding banks in New Mexico. The NCRTD established the short-term investments (no more than 12 months) throughout various FDIC insured institutions in the state of New Mexico. The initial amount invested was $5,975,492. The total cash balance is $7,248,559, which includes the NCRTD operating account of $1,263,121.

Mayor Barrone made a motion to accept the report as presented. Commissioner Chavez seconded the motion and it passed by a roll call vote (11-0).

H. Discussion and Review of Sustainability Plan, Goals and Metrics

In February 2014, the Board adopted the Sustainability Plan. The plan calls for the establishment of a Sustainability Committee (Committee) that would set goals, measurements and provide reports of progress on sustainability initiatives and goals to the Board. The Committee has met and has agreed on goals and metrics that would effectively guide and measure the working of the Sustainability Plan. The goals and metrics address all areas of the Sustainability Plan with specific objectives.

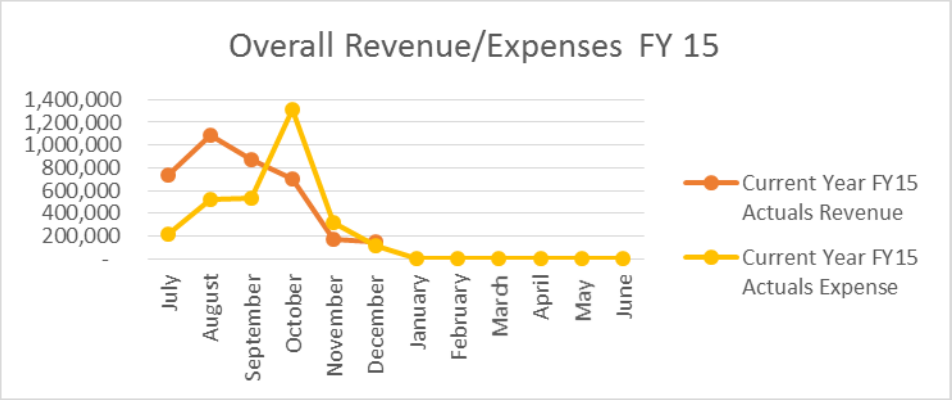
Commissioner Chavez made a motion to accept the Sustainability Goals and Metrics as presented. Commissioner Fambro seconded the motion and it passed by a roll call vote (11-0).

DISCUSSION ITEMS:

I. Discussion and Review of Ski Santa Fe Service - Update

There was no report on this item. However, Mr. Mortillaro and Ms. McGuire gave a brief overview on this item.

J. Financial Report for December 2014:



K. Finance Subcommittee Report:

Mr. Mortillaro noted that the audit exit conference and quarterly investment report were reviewed at the November and December meetings. The minutes from November 21, 2014 were presented.

L. Tribal Subcommittee Report:

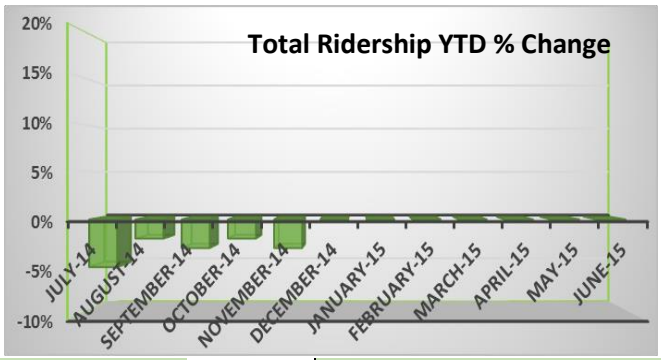
There was no report.

M. Executive Report for December 2014 and Comments from the Executive Director:

1) **Executive Report**
2) **Performance Measures for November 2014**
3) **Ridership Report for November 2014**

Calendar Operating Days

	This Year
Jul-14	22
Aug-14	21
Sep-14	21
Oct-14	22
Nov-14	17
Dec-14	
Jan-15	
Feb-15	
Mar-15	
Apr-15	
May-15	
Jun-15	



Monthly System Totals				Year to Date Totals			
	This Year	Last Year	%Change	This Year	Last Year	Difference	%Change
NCRTD Operated	13,155	14,792	**-12%**	83,613	87,468	-3,855	**-5%**
NCRTD Funded	21,547	22,577	**-5%**	141,590	144,087	-2,497	**-2%**
All Systems Funded Total	34,702	37,369	**-8%**	225,203	231,555	-6,352	**-3%**

MATTERS FROM THE BOARD

N. **Authorization for Chair to attend APTA Legislative Conference, Washington, DC March 8-10**

Commissioner Chavez made a motion authorizing the Chairman, Mayor Barrone to attend the APTA Legislative Conference. County Manager Campos seconded the motion and it passed by a roll call vote (8-0).

MISCELLANEOUS

ADJOURN

The meeting was adjourned at 12:21 PM.

Mayor Barrone made a motion to adjourn the meeting. Commissioner Chavez seconded the motion and it passed by unanimous voice vote (8-0).

NEXT BOARD MEETING: February 6, 2015 at 9:00 a.m.